

The year 1946-47 has been the busiest in the history of the Library, with every member of the staff working under pressure to meet the increased demands of the teaching and research departments and the enlarged student body.

STAFF.

The reorganization of the Library, begun in 1945-46, has been continued during the year, and with the greatly increased volume of work has necessitated the addition of six new assistants, making a total staff of 19. Miss Lilian Leversedge (B.A. Alberta, B.L.S. Toronto) became Assistant cataloguer and Miss Norma Watterberg (B.Sc. Alberta, B.L.S. Washington) joined the Circulation department. Three clerical assistants and a delivery boy were added to the staff of the Main Library.

Salary schedule.

In March 1946 a revised salary schedule for the Library was approved by the Board of Governors. Members of the Library staff now have academic status and their salaries are graded accordingly. This is a reform long needed, and one in which this University is leading the way for other Canadian universities.

Student Assistants.

Thirty-two assistants were employed in the Library for varying periods weekly. Of these 5 were employed at the Main desk, 1 in the Cataloguing department, 5 in the Medical library, 2 in each of the Education libraries, 4 in the Agriculture Reading room, and the remainder as supervisors in the Library study rooms. In employing students it is the Library's policy to give preference first to those who intend to enter the library profession, so that their work here may give them preliminary training in their chosen field, and second to those students in need of financial assistance. This past year a number of students would have found it impossible to continue at the University without this additional income.

QUARTERS.

Main Library.

The problem of space to accommodate readers and books has become more serious than ever. In September 1946 it was necessary to take over the Men's Common Room in the Arts Building as a Library study room, seating 85 readers. This, with the Main reading room and the various branch reading rooms, gives us a total of only 350 seats for a student body of over 4000.

Work rooms for the staff are still crowded, but the situation was somewhat relieved in January 1947 by the generous action of the Wauneita Society in surrendering its Upper Common Room for library use until such time as the new library building is ready. With the removal into this room of the Cataloguing department--grown in 18 months from 2 to 6 assistants - it was possible to utilize its former quarters for a variety of "behind the scenes" activities, which had formerly been carried on in any available nook or corner of the stackroom. These include Reserve book preparation, preparation of journals for binding, and of pamphlets for the vertical file, Extra-mural loans the opening and wrapping of mail and express parcels, and the typing necessary to the work of Circulation and Reference.

Branch libraries.

In September 1946 a second Law Reading room adjoining the former room, had to be provided and equipped, to accommodate 35 additional readers.

The Medical Library has proved entirely inadequate to the strain put upon it by the students of Medicine, Dentistry, Biochemistry, Nursing and Household Economics. It is to be hoped that an additional reading room across the hall from the present Library can be provided this coming year.

The greatest problem of all is the Agriculture Reading room situated in the South Lab. This has always been unsuitable and inadequate, being small, poorly lighted, and adjoining the Civil Engineering lab., where the noise of machinery proves a serious distraction from study. Three months ago the inner room was

turned over to Civil Engineering, which further limits the usefulness and capacity of this reading room. The provision of more suitable quarters has been discussed with Dean Sinclair and Dean Hardy. It is imperative that some such accommodation be found without delay if we are to give anything approaching adequate service to the students in the Faculty of Agriculture.

BOOK STORAGE.

The problem of book storage is a serious one. During the past year the Library added 5000 volumes to its collection. Additional shelving was erected in the stock-room last Spring and it will now be necessary to build the stacks there up to the ceiling to shelve the 10,000 or more volumes which must be anticipated in the next two years before the new Library is ready. Storage space for unbound periodicals, library duplicates and less-used material is extremely poor. For many years such material had been stored in the wind chamber, adjoining the Ventilating system, but conditions there are so bad that it is probable that the bulk of this material will be found unfit for use.

CATALOGUING AND ORDERS.

This department has worked under extreme pressure during the year to meet the unusually heavy demands for new books and added copies, to reorganize branch libraries, and to bring files and records up to date. The Order work has been completely re-organized, and a clerical assistant added to the staff to assist the Order Librarian.

During 1946-47 the department ordered 3,738 titles; accessioned 4,819 volumes; catalogued 9,231 volumes (including 671 bound journals); lettered 8,853 volumes; withdrew 169 volumes; and typed 28,123 cards. The total volume of work for this year is slightly less than three times that for 1945-46. The Chief Cataloguer and an assistant spent May and June 1946 in the Calgary Education Library where they re-catalogued 3578 volumes. It is hoped that another two months work this summer will complete the recataloguing of this library.

REFERENCE, CIRCULATION AND PERIODICALS.

This department bore the brunt of the Library's heightened activities, with longer hours of opening and a greatly augmented service. Library hours were from 7:45 a.m. to 5:30 p.m. and from 7-10 five evenings a week. During all these hours the Main Reading room was used to capacity. The daytime use of seats in the Library study room was 41,738.

Reference and Periodicals.

In addition to the reference service given to faculty and students, this department is responsible for periodicals, government documents and pamphlet material, Inter-library loans, and for the binding of all books and journals. During the year 890 current periodicals were ordered and recorded; 885 volumes prepared for binding. 104 volumes were borrowed and 40 lent on Inter-library loan, and 18 microfilms purchased for research purposes.

Circulation.

Student borrowing from the library has more than doubled in the past year. Circulation figures for the Main library are: Volumes from the stacks for home use, 16,411; Reserve books for overnight use 17,311; Reserve books for use in the Library, 44,733; a total of 64,460. 684 loans were sent out by mail to 237 extra-mural students. Circulation for overnight use from the Agriculture Reading room was 1,402.

New equipment installed in Main Library includes fluorescent lighting and an addition to the main desk. The Library was completely redecorated during the summer.

BRANCH LIBRARIES.

The Education Library (Calgary) is being completely reorganized, and it is hoped that this work will be completed this summer. For the first time the Education Librarian carried out her duties on a full-time basis.

The Education Library (Edmonton)

This library had a record year. The Education Librarian, with two full-time and one student assistants, circulated a total of 39,784 books to students--an average of 61 books for each student registered in the Faculty of Education. During the year 16,657 seats were used in the Education Library Study-room. New equipment installed includes a telephone, fluorescent lighting, charging desk, 216 feet of additional shelving, and a new filing cabinet for pictures.

Medical Library

This past year, Medical library hours have been extended to include the noon hour (from 7:45 a.m. to 5 p.m.) and 5 evenings a week from 7-10 p.m. 1,451 volumes were circulated to city and rural doctors. Circulation statistics from September 1 to March 31 are: Reserve books for overnight use 2,960; Stack books for overnight use 1,723. The Circulation of Reserve books for use in the Library was also extremely heavy.

Through the Medical Library Exchange 838 items (mostly volumes of medical journals) were secured to fill in gaps in our files, and approximately 800 items, not needed by us, were sent to other libraries. At the present we are preparing a large shipment of duplicate journals for the American Book Center for War-devastated Libraries, which hopes to ship from 1 to 3 million volumes abroad in the next few years. Cost of our shipment is being borne by the University Library as part of its share in this important work.

RADIO TALKS.

During the past winter members of the University Library staff again cooperated with the members of the Extension Library, in presenting Books at Random, a series of weekly book talks, broadcast by the University over CKUA. A total of 29 broadcasts were given--20 by the University Library, and 9 by the Extension Library. Since each 15 minute broadcast requires a minimum of 15 hours of preparation, all of which is done outside of library hours, it is felt that this is a significant contribution by individual staff members to the University's extension work.

LIBRARY COURSE FOR TEACHERS.

During the Summer Session 1946 a course in Library science for teachers was offered by the Faculty of Education. Miss Louise Riley, of Calgary, was Instructor in charge of the course, but the preliminary planning and arrangements were made by the University Librarian, and members of the University staff assisted in the instruction. It is hoped to offer this course again in 1948.

GIFTS.

In May 1946, a group of friends and colleagues of the late Mr. D.E. Cameron presented to the Library a portrait of him in oils by N. De Grandmaison, which will constitute a memorial of the much-loved former University Librarian.

Another greatly-appreciated gift is the fine portrait of Dr. Heber C. Jamieson, Professor of the History of Medicine painted and presented by Dr. E.L. Pope, Professor Emeritus of Medicine. This portrait will hang in the Medical Library.

Many other valuable and interesting gifts have been received. I would mention especially:

An endowment of \$5000 for the Colonel J.H. Woods Canada-U.S. Library Collection from Mrs. J.H. Woods, of Calgary;

A grant of \$200 from the College of Physicians and Surgeons for the purchase of books for the Medical Library;

From Dr. G.F. McNally, Chancellor of the University a collection of books on history;

From Mrs. J.E. McKenzie of Calgary, a valuable collection of books on the early history of Canada and the Western States;

From Mrs. J.R. Watt, of Claresholm, an interesting collection of books on Scottish literature and history;

Also gifts to the Library from the University of Western Ontario; Miss Ida Faust, Pottstown, Pa. through Dr. R.F. Shaver; Field Marshal the Viscount Montgomery of Alamein; Mr. A. Halkett, Edmonton; Profs. R.K. Gordon, C.R. Tracy, D.M. Healy; and numerous individual items all of which have been duly acknowledged.

The Librarian wishes to express appreciation to members of the Faculty and students alike for the patience and unusual consideration for others which they have shown consistently in the Library during the past year; and particularly to the Library staff by whose loyal and unstinted efforts our service has been maintained in spite of difficulties.

Respectfully submitted,

Marjorie Sherlock,
LIBRARIAN.

